(SPOT CHECK, CONSERVATION PLANNING)

Date of review	**Fiscal year**
Office Name	**County**
Participants Name	**Phone Number**
Address:	**Participant an NRCS Employee?** ☐ Yes ☐ No
Conservation Planners Name:	☐ NRCS? or ☐ TSP?
USDA Program:	**Farm & Tract#:**

Practice Name & Number	Fields	Amount	Date Certified	Cost Shared

Resource Problem Identification

Planning Level	☐ RMS	☐ Progressive
Are resource problems identified? (FOTG Section III) choices: soil erosion, soil condition, water quality, water quantity, air quality, plant suitability, plant condition, animal habitat, animal water.	☐ Yes ☐ No ☐ N/A	
Benchmark system recorded? (on NRCS-CPA-6, in prescribed grazing narrative, or farm organization summary)	☐ Yes ☐ No ☐ N/A	
Were proper assessment tools used to identify the resource problem? examples: soil loss calculations, prescribed grazing worksheets, habitat evaluation procedure, soil tests, talking to landowner, ranking criteria.	☐ Yes ☐ No ☐ N/A	
Have cost share payments been received for the same practice on the same land?	☐ Yes ☐ No ☐ N/A	
Is installed practice recorded in NRCS reporting system?	☐ Yes ☐ No ☐ N/A	
Does landowner have HEL plan?	☐ Yes ☐ No ☐ N/A	

Does specification narrative, job sheet or design meet requirements of standard?	☐ Yes	☐ No	☐ N/A
Have operation and maintenance requirements been discussed with the landowner and documented on the NRCS-CPA-6 or in the narrative?	☐ Yes	☐ No	☐ N/A
Do installed practices have a positive effect on the resource problem? (FOTG-Sec V, Conservation Practice Physical Effects)	☐ Yes	☐ No	☐ N/A

If practice is part of a Comprehensive Nutrient Management Plan (CNMP), are supporting practices planned/installed?

Manure and Wastewater Handling/Storage	☐ Yes	☐ No	☐ N/A
Land Treatment Practices	☐ Yes	☐ No	☐ N/A
Nutrient Management	☐ Yes	☐ No	☐ N/A
Record Keeping	☐ Yes	☐ No	☐ N/A
Risk assessment for potential nitrogen or phosphorous transport from field completed?	☐ Yes	☐ No	☐ N/A

Supporting Planning Data in Case File:

Soil loss calculations	☐ Yes	☐ No	☐ N/A
Environment effects for conservation plan, Form WV-CPA-052	☐ Yes	☐ No	☐ N/A
Contract reviews completed	☐ Yes	☐ No	☐ N/A
Request for Cultural Resources Review WV-180-4	☐ Yes	☐ No	☐ N/A
Conservation assistance notes NRCS-CPA-6	☐ Yes	☐ No	☐ N/A
Soils map	☐ Yes	☐ No	☐ N/A
Non-tech soil descriptions	☐ Yes	☐ No	☐ N/A
Highly erodible lands and wetlands determination NRCS-CPA-026E	☐ Yes	☐ No	☐ N/A
Copy of required permits	☐ Yes	☐ No	☐ N/A
Current soil tests	☐ Yes	☐ No	☐ N/A
Manure litter analysis	☐ Yes	☐ No	☐ N/A
Practice narratives	☐ Yes	☐ No	☐ N/A
Does supporting data reflect field conditions	☐ Yes	☐ No	☐ N/A

Conservation Plan Map

Title block	☐ Yes	☐ No	☐ N/A
Boundaries	☐ Yes	☐ No	☐ N/A
Field acreage	☐ Yes	☐ No	☐ N/A
Field numbers	☐ Yes	☐ No	☐ N/A
Easement boundaries (i.e. WRP, GRP, FRPP)	☐ Yes	☐ No	☐ N/A
Land use identified	☐ Yes	☐ No	☐ N/A
Conservation practice locations	☐ Yes	☐ No	☐ N/A
Map scale, North arrow	☐ Yes	☐ No	☐ N/A
Date prepared	☐ Yes	☐ No	☐ N/A
Important features: access points	☐ Yes	☐ No	☐ N/A
utility locations	☐ Yes	☐ No	☐ N/A

Check in the Field			
Does practice installed meet specifications?	☐ Yes	☐ No	☐ N/A
Does installed practice meet contract requirements?	☐ Yes	☐ No	☐ N/A
Does documentation show that practice installation meets standards and specifications, i.e:			
Acres treated?	☐ Yes	☐ No	☐ N/A
Application rate of soil amendments or manure/litter?	☐ Yes	☐ No	☐ N/A
Date of application?	☐ Yes	☐ No	☐ N/A
Livestock grazing?	☐ Yes	☐ No	☐ N/A
Grass height?	☐ Yes	☐ No	☐ N/A
Percent of residue cover?	☐ Yes	☐ No	☐ N/A
Type of fence?	☐ Yes	☐ No	☐ N/A
Specie/mixture planted?	☐ Yes	☐ No	☐ N/A

Comments/Recommendation for Action:

_____ _____ _____

Reviewers Name (Print or Type)   **Signature**   **Date**

Signature of Spot Checker		
Print Name:	**Signature:**	**Date:**
Action by Assistant State Conservationist-Field Operations		
Describe Action Taken:		
Signature:	**Date:**	

For Engineering Practice Review:

WV-180-5-ENGINEERING SPOT CHECK REPORT- Shall be completed for each engineering practice spot checked.